



**Minutes of the Meeting of the Planning and Environment Committee
held at the Billingshurst Centre
on Tuesday 4 August 2026 at 7.00pm**

Present

Councillors Doug Waller (Chair), Faye Algar, Jeremy Harris, Marie Montoya, Anna Rhodes and Kate Rowbottom.

In attendance

Richard Plant, Assistant Clerk
2 well behaved dogs!

79/26 Chairman's Announcements

The Chairman reminded members that -

- i. The meeting was being streamed to the internet.
- ii. Councillors wishing to speak should raise their hand and, when invited to do so, speak loudly and clearly.
- iii. Mobile phones should either be switched off or silenced.

80/26 Apologies for Absence

Cllr David Hingamp sent his apologies for approved reasons. On the proposal of Cllr Waller, seconded by Cllr Rhodes, it was **RESOLVED** to accept the apologies and reason given.

81/26 Declarations of interest and notification of change to members' interests

None.

82/26 Approval of the minutes of the Planning and Environment Committee held on 7 July 2026, previously circulated

On the proposal of Cllr Waller, seconded by Cllr Montoya **RESOLVED** that the minutes be accepted and signed as a correct record accordingly.

83/26 Clerk's Report

Nothing to report.

84/26 Public Session

There were no members of the public present.

85/26 Planning Applications

CA/26/0084	Fell 1x Hazel and Surgery to 1x Portuguese Laurel 53 East Street Billingshurst West Sussex RH14 9QJ	RESOLVED: Neutral Proposed by Cllr D Waller Seconded by Cllr K Rowbottom
DC/26/0858 (Full Application)	Conversion of car port to the rear of the property to form seating area (Retrospective) 35 High Street Billingshurst West Sussex RH14 9PP	RESOLVED: Neutral Proposed by Cllr M Montoya Seconded by Cllr J Harris
DC/26/0859 (Listed Building Consent)		
DC/26/0890	Erection of single storey side and rear extension Broadmead Newbridge Road West Billingshurst West Sussex RH14 9LS	RESOLVED: Neutral Proposed by Cllr A Rhodes Seconded by Cllr M Montoya
DC/26/0991	Demolition of 2no existing stable outbuildings and erection of single-storey garden building Palmers Stud West Chiltington Lane Billingshurst West Sussex	RESOLVED: Neutral Proposed by Cllr D Waller Seconded by Cllr F Algar
DC/26/0999	Extension to existing sandschool Lee Place, The Stables Blackgate Lane Pulborough West Sussex	RESOLVED: Neutral Proposed by Cllr D Waller Seconded by Cllr M Montoya
DC/26/1055	Erection of single storey rear and side extension Copped Hall Old Dairy Okehurst Lane Billingshurst West Sussex RH14 9HR	RESOLVED: Neutral Proposed by Cllr M Montoya Seconded by Cllr K Rowbottom
DC/26/1078	Conversion of existing garage into habitable area including the replacement of the garage door with a window and installation of bi-fold doors and rooflights to the side elevation 2 Fairlight Cottages Natts Lane Billingshurst West Sussex RH14 9EY	RESOLVED: Neutral Proposed by Cllr F Algar Seconded by Cllr J Harris
DC/26/1101	Erection of single storey rear extension, first floor side extension, infill single storey front extension. New extended pitched roof to existing single storey front	RESOLVED: Neutral Proposed by

	element, timber cladding to existing side and rear first floor and internal alterations 8 Bishopsfield Hayes Wood Road Five Oaks West Sussex RH14 9AF	Cllr D Waller Seconded by Cllr M Montoya
DC/26/1156	Erection of single storey side extension and rear extensions and partial first floor rear extension with formation of terrace and replacement of first floor rear window with door Arun Way Lordings Road Newbridge Billingshurst West Sussex RH14 9JA	RESOLVED: Neutral Proposed by Cllr F Algar Seconded by Cllr M Montoya
DC/26/1068	Erection of a 3-bay garage with first floor storage Four Firs Kilnbrook Farm Lordings Road Access Road Adversane West Sussex RH14 9JG	RESOLVED: Neutral Proposed by Cllr D Waller Seconded by Cllr K Rowbottom
DC/26/1070	External alterations to create a ground floor link between the two care home buildings and infilling of an existing porch. Internal alterations to create 2no. additional bedrooms and addition of ensuite bathrooms Derwent Lodge West Street Billingshurst West Sussex RH14 9LX	RESOLVED: Neutral Proposed by Cllr D Waller Seconded by Cllr K Rowbottom
DC/26/0665	Conversion of garage into habitable living space 33 Saddlers Close Billingshurst West Sussex RH14 9GL *Reason for Objection: The Committee voiced concerns around the loss of a parking space in the small cul-de-sac and feared that over development of the plot would lead to more dependence upon street parking impacting other residents.	RESOLVED: Object * Proposed by Cllr F Algar Seconded by Cllr D Waller

86/26 Licencing Applications

No new applications received.

87/26 Nominations for Street Naming

Cllr Day had raised a nomination, through the Committee Chair, that the name of Barry Barnes should be added to the list of recommended names. On the proposal of Cllr Waller, seconded by Cllr Harris, it was **RESOLVED** to add Barry Barnes to the list of recommended names for street naming enquiries.

88/26 Horsham District Council Decisions and Updates

The committee **NOTED** the reports from the Planning Authority

- a) Planning Application Decisions – Appendix A
- b) Appeals and Appeal Decisions – Appendix B
- c) Planning Compliance Update – Appendix C

89/26 **Date of Next Meeting:** Tuesday 1 September 2026 at 7.00pm (unless there is a need for a plans-only meeting).

The meeting closed at 7:50pm.

Chairman

Date